

# Oakcrest Elementary Title I, Part A Parental and Family Engagement Plan

## Involvement of Parents

Describe how the school will involve parents and families in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used {ESEA Section 1116}.

Oakcrest Elementary believes that parent/family involvement is very important to student achievement. We will provide several opportunities for our parents to be involved in their child's education. Our school motto is "Every Student, Every Day, Whatever It Takes!" Oakcrest Elementary will involve parents in all Title I programs. The SAC will actively seek to involve parents in the developing, implementing, and evaluating of school plans, including the SIP and PFEP.

## Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home {ESEA Section 1116}.

#	Program	Coordination
1	Title I	Upon request
2	Donuts with Dads / National Fathers Take Your Child to School Day	Staff
3	Family Nights (Once a month)	Staff
4	Muffins With Mom	Staff
5	Grits With Grandparents Day	Staff

## Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, and the rights of parents are covered at the annual meeting.

#	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop meeting materials	Admin./Staff	Oct. 2017	Agenda, handouts, etc.
2	Advertise/publicize event	Admin./Staff	Oct. 2017	Flyer/invitation and Sign-In sheet
3	Title I Parent Meeting	Admin./Teachers	Oct. 26, 2017	Sign-In sheet
4	Maintain documentation	Positive Behavior Coach/Liaison	Oct. 2017	Sign-In sheets/Parent Input/Agenda/Meeting Minutes

## Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental engagement {ESEA Section 1116}.

Parent meetings will be offered at various times during the day and at evening hours. Parents will be given the opportunity to select a time for conferences if needed. Home visits will be scheduled as needed.

## Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, and building relationships with the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents assist parents/families to work with their child. Include information on ~~how the school will provide other reasonable support for parent/family engagement activities~~ under {ESEA Section 1116}.

#	Building Capacity Activity for Families	Person Responsible	Materials/Training Provided to Parents/Families	Timeline	Evidence of Effectiveness
1	Open House	Principal and teachers	Schedule of Family Activities	August 2017	Sign-in sheets
2	Title I Program: Annual Parent Meeting	Principal and teachers	Survival Guide School/ Family Compact Schedule Family Nights Student Data	October 2017	Sign-in sheets
3	K Family Night	Principal and K Teachers	Survival Guide School/ Family Compact Student Data	December 2017	Sign-in sheets
4	1st Grade Family Night	Principal and 1st Grade Teachers	Survival Guide School/ Family Compact Student Data	February 2017	Sign-in sheets
5	2nd Grade Family Night	Principal and 2nd Grade Teachers	Survival Guide School/ Family Compact Student Data Literacy Resources	November 2017	Sign-in sheets
6	Read N' Treat Night	Principal, Literacy Committee, and teachers	Survival Guide School/ Family Compact Schedule Family Nights Student Data	October 2017	Sign-in sheets
7	ELA Night 4th & 5th	Principal and ELA Teachers on 4th and 5th Grade	Survival Guide School/ Family Compact Student Data Literacy Resources	February 2017	Sign-in sheets
8	Math Night 4th & 5th	Principal and Math Teachers on 4th and 5th Grade	Survival Guide School/ Family Compact Student Data Math Activities/ Resources	March 2017	Sign-in sheets
9	Science Night 4th & 5th	Principal and Science Teachers on 4th and 5th Grade	Survival Guide School/ Family Compact Schedule Family Nights Student Data Science Activities/ Resources	April 2017	Sign-in sheets
10	Progress Monitoring	Principal and RTI	Survival Guide School/ Family Compact Student Data ELA/Math/Science/SS Resources	on-going	Program reports, report cards

## Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents/families, and in how to implement and coordinate parent/family programs, and build ties between parents/families and schools {ESEA Section 1116}.

#	Building Capacity Activity for Staff	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	State of the School Address	Principal	SIP Core Goals	August 2017	Climate Surveys
2	Thinking Maps	Mrs. Slater	SIP Core Goals	On-going	Climate Surveys
3	Teaching with Poverty in Mind (Book Study)	Ms. Martin and Ms. Ware	SIP Core Goals	January 2018	Sign-in sheets
4	Achieve 3000	Administration	SIP Core Goals	October 2017	Student data

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children {ESEA Section 1116}.

At Oakcrest Elementary, we use student planners to communicate with parents on a daily basis. These planners contain information about grades, behavior, and homework. Parents receive daily notes from their students' teachers about their day. Teachers also communicate proficiency levels students are expected to meet and how the parents can be involved on meeting those goals. We have a parent communication board in our office. We list upcoming events and community information.

## Communication

Describe how the school will provide parents of participating children the following:

- Timely information about the Title I programs;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the achievement levels students are expected to obtain;
- If requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and
- If the school wide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency {ESEA Section 1116}.

All information about our school activities, curriculum, and meetings will be advertised to our families in many different ways. This includes: flyers, family communication board, school website, school sign, phone system, student planners.

## Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents. Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable, uniform format and in a language that parents/families can understand.

Oakcrest Elementary is an ESOL designated center. We have an interpreter on staff who will assist in school-wide and parent meetings. She will also translate school forms/teacher notes into the parent's native language. Home language surveys will be sent home with all students the first day of school. We will also ensure that parents with disabilities have access to all meetings/conferences. Teachers will relay any additional needed resources to our Positive Behavior Coach/Liaison.

## Discretionary Activities

Activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

#	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parents are invited to attend literacy nights throughout the year	Administration	Early intervention and implementing researched based reading strategies at home will increase student achievement	Sept.-May
2	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	We will provide access to staff and volunteer opportunities by offering a differentiated schedule to meet the needs of our parents.	Administration/Staff	Parental Involvement	Sept.-May
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	School Advisory Council will meet four times a year to review and enhance our parent involvement plan.	Administration	Parental Involvement	Sept.-May
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Our Partners in Education are visible at all of our school events. We are working with each partner to discover ways that they can assist in our student's education.	Positive Behavior Coach/ Liaison	Community Involvement	Sept.-May

## Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are disabled, have limited English proficiency, and parents/families of migratory children) (ESEA Section 1116).

#	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Limited literacy	Sending home parent-friendly newsletters
2	Teacher Accountability with follow-through	Document parental involvement at each grade level
3	Working parents	Offer services twice a day
4	Language	Have translators at school events
5	Transportation	Make bus tickets available to parents

## Assurances about the Parent and Family Engagement Plan

I, Linda Bonifay , do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be ~~implemented to ensure proper accountability for the expenditure of funds on this project. All~~ records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

### Assurances

- Describe how the school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent;
- Plan was jointly developed/revised with parents and distributed to our families and the local community;
- Involve parents and families in the planning, review, and improvement of the school wide program plan;
- Use the findings of the parent and family engagement plan review to design strategies for more effective parental involvement, and to review, if necessary, the school's parent and family engagement plan;
- Provide to each parent an individual student report about the performance of their child on the state assessment {ESEA Section 1116};
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field;
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

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Signature of Principal or Designee  
Linda Bonifay

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Date Signed (2017/18)  
October 27, 2018

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(typed signature denotes approval of PFEP)